

**TOWN OF GRAND RAPIDS
BOARD MEETING MINUTES
December 9, 2008**

Meeting Place: Grand Rapids Municipal Building, 2410 48th Street South, Wisconsin Rapids, WI

Present: Chairman Don Bohn, Supervisors Arne Nystrom, Jeanne Fehrman, Bill Clendenning, and Edward Hellner; Treasurer Kristine Ginter, Clerk Judy McLellan, Building Inspector Lorelei Fuehrer, Fire Chief Scott Bernette and Police Chief Dave Lewandowski.

Absent:

Excused:

NOTE: () indicates agenda item of when Board member joined the meeting.

Notices of the meeting were legally posted at The Store in Kellner, the Grand Rapids Garage and the Grand Rapids Municipal Building, and published in the Daily Tribune.

The Meeting was called to order at 6:30 p.m. by Chairman Don Bohn.

1. **Approve minutes of November 11, 2008 Town Board Meetings.** Motion (Hellner/Fehrman) approve minutes as presented. Motion carried.
2. **Application of Scott Skinner, 3030 Branwood Dr. for a C.U.P. for a 3rd indoor dog.** Motion (Nystrom/Hellner) to approve the application for a C.U.P. as recommended. Motion carried
3. **Approve working agreement contract for Treasurer Kris Ginter.** Motion (Clendenning/Fehrman) to approve the contract for the Treasurer that came through the Personnel committee and was recommended to the board. Motion carried
4. **Approve working agreement contract for Chief Dave Lewandowski.** Motion (Clendenning/Fehrman) to approve the contract for the Chief that came through the Personnel committee and was recommended to the board. Motion carried.
5. **Approval/Denial of Resolution 2008-39 to amend list of Election Inspectors.** Motion (Fehrman/Hellner) to approve resolution 2008-39 to amend list of Election Inspectors. Motion carried
6. **Approval/Denial of Police Chief Lewandowski attending New Chief training Jan 26-30, 2009.** This is a mandatory training week for the chief. Cost of the training and housing are provided at no cost to the town. Motion (Nystrom/Fehrman) to approve Chief Lewandowski attending training. Motion carried.
7. **Approval/Denial of Clerk and Treasurer refunding new home garbage and recycling fees due to double charges.** Treasurer Kris Ginter explained that due to a clerical error some new homes in Grand Rapids were inadvertently charged twice for garbage pickup on the 2008 tax bills. She asked for permission to correct the problem before the residents had to pay the tax bill now and wait for a refund from the town. Motion (Clendenning/Hellner) to authorize the treasurer to correct the tax bills for the 14 residents listed. Motion carried
8. **Approval/Denial of Resolution 2008-40 providing substitution for a Treasurer's bond.** Motion (Nystrom/Fehrman) to approve resolution 2008-40 as presented. Motion carried.
9. **Approval/Denial of "blanket highway permit" for Adams-Columbia Electric Cooperative for 2009.** Motion (Clendenning/Hellner) to approve "blanket Highway permit" for Adams-Columbia Electric Cooperative for 2009. Motion carried.
10. **Approval/Denial of disposing of material located on town's land, 48th Street.** Chairman Bohn stated that there are piles of material on the town's 40 acres that should be cleaned up. The material consists of different piles of concrete/asphalt mix, stump/sand mix and non-clean fill. He stated that most likely we would not be able to sell the material for any profit but may be able to get a contractor that could possible use it to haul it away. Motion (Nystrom/Fehrman) to approve the development of a procedure to clean up the property and keep under control in the future. Motion carried.
11. **Approval/Denial of increasing ¾ time police officer's hourly wage.** Motion (Fehrman/Hellner) to approve a \$1.00 per hour over the regular part-time police officer wage increase for Officer Tammy Kubisiak. Supervisor Clendenning stated that he felt that this should have gone through the personnel committee for a recommendation to the board. Supervisor Nystrom said he was ok with sending it back to

the personnel committee. Supervisor Fehrman stated that the information and request was already before the board and did not feel that at this point the cost of another meeting was warranted. No motion to send back to committee. Vote taken on motion. Motion carried with Supervisor Clendenning voting no.

12. Set part-time employee wages for 2009. Motion (Clendenning/Hellner) to approve a 3% increase for all part-time employees for 2009. Motion carried with Supervisor Nystrom abstaining.

13. Approval/Denial of going through Nicolet Staffing to hire the part-time employees for winter work. Discussion took place as to the pros and cons of hiring the part-time winter employees through Nicolet Staffing instead of directly as town employees. Motion (Nystrom/Clendenning) to hire the part-time winter employees directly for the town. Motion carried.

14. Approval/Denial of three union employees carrying over 2008 vacation time to 2009. Clerk McLellan stated that a fourth employee had requested carrying over vacation time. She stated that as per their contract all vacation time would need to be used by March 15, 2009. Motion (Hellner/Fehrman) to approve the carryover of vacation time for Peggy Doughty, Lorelei Fuehrer, Rick Austin and Jim Eichhorn. Motion carried.

15. Approval/Denial of Resolution 2008-41 to adopt 2009 Budget. Motion (Nystrom/Fehrman) to approve resolution 2008-41 to adopt 2009 budget. Motion carried.

16. Approval/Denial of Resolution 2008-42 to amend 2008 budget to account for 2008 highway construction that will not be billed in 2008. Chairman Bohn stated that some of the bills for the 32nd Street project will not be received in 2008. The resolution allows the clerk to amend the budget allowing the money to be put in a reserve for paying these bills when received in 2009. Motion (Clendenning/Hellner) to approve resolution 2008-42 as presented. Motion carried.

17. Approval of November disbursement vouchers. No questions from board members.

18. Approval/Denial of Operators License Applications. Motion (Nystrom/Hellner) to approve operator's license for Jared Lindeman for Bud's Corner Mart for one year. Motion carried.

19. Monthly reports from committees and departments:

- **Police Department:** Chief Lewandowski reported that the department handled 314 calls for service the month of November. He attended numerous trainings and meetings during the month. The new squad has arrived early due to the situation at Mark Motors. Waiting for some equipment so the car is not in service yet. The Neighborhood Watch program is going well with the next meeting scheduled for January 14, 2009 at 7:00 p.m. at the Municipal Building.
- **Fire Department:** Chief Bernette reported that since last report they have responded to 18 calls. 1 structure fire, 4 vehicle accidents, 3 CO calls, 2 gas leaks, 1 tree on power line, 1 traffic assist, 4 RIT calls, 1 mutual aid for Biron FD, 1 mutual aid for Wisc. Rapids. Training for the month will be SCBA usage & fit testing. This will be a joint training with Biron. We have received our First Responder license. Training will be on equipment check out, responding to calls and radio communication with Ambulance service and dispatching.
- **Safety:** No lost time work injuries. Next meeting December 10th at 12:00 p.m.
- **Public Works:** Chairman Bohn said the crew was done plowing about 4:30 Tuesday afternoon from the 8" of snow we received. He said that the availability of salt this season could be a factor in the amount used by the town. We will be conservative on our use of salt this winter. There is not a lot available and may have to use more salt/sand mixture. Please drive careful.
- **Crime Stoppers:** Supervisor Nystrom reported that at the November Crime Stoppers meeting the balance is \$8,157.27 available for paying out for tips received. Crime Stoppers will be distributing clear window clings to businesses that wish to display the Crime Stopper information. They are also working on getting Crime Stopper information out to the younger students by distributing coloring books and information to lower grade levels. He urges everyone to report any tips that they may have on criminal activity.
- **Airport Commission:** Supervisor Nystrom reported that the Airport Commission raised the FBO's wages to \$1,400 a month for the next 6 months. During this time the Commission will meet to re-design the contract for the FBO. The Airport Commission may take over the management of the fuel sales. There

have been reports of deer within the fence. The fence has been checked and is fine; it was found that gates have been left open. Supervisor Nystrom reported that Children's Miracle Network has notified the Airport Commission that they will again have the Balloon Rally in Aug of 2009.

- **Planning and Zoning:** Supervisor Fehrman stated that there was not a Planning Commission meeting. Dates have been set for Smart Growth open houses and a Public Hearing on our Comprehensive Plan. Jan 26, 2009-Intergovernmental Open House, Feb 16, 2009 – Public Open House, March 2, 2009 – Meeting to review public comments and March 10, 2009 to present to Board for adoption.
- **Building Inspector:** Building Inspector Lorelei Fuehrer reported that for the month of November there were 36 building inspections and 8 zoning inspections. 14 building permits were issued but none for new homes. 8 new homes were built in 2008.
- **Recycling & Garbage:** Supervisor Clendenning asked that residents please use open containers for their recycling. He stated that when recycling is put into a non-clear bag Veolia employees do not know if it is garbage or recycling.

20. Other Public Input

Supervisor Ed Hellner said he would be following up on complaints on snowplowing issues. Supervisor Jeanne Fehrman asked to have added to the next agenda a discussion on getting an inventory of all town property such as tables, chairs, tools, electronics and any other items with in town buildings. Treasurer Kris Ginter noted that the tax bills would be mailed on Wednesday Dec 10, 2008. Her office is open normal business hours but closed from 1-2 each day.

- 21.** The Grand Rapids Town Board will move into closed session pursuant to Wis. Stat. § 19.85(1) (c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,” pertaining to performance of an employee. Motion (Nystrom/Fehrman) to move into closed session. A roll call vote was taken and unanimously carried. In closed session 7:37 p.m.

Motion (Clendenning/Nystrom) to move into open session. A roll call vote was taken and unanimously carried. In open session 8:33 p.m.

Motion (Nystrom/Hellner) to refer the incident of December 5th, 2008 to the Personnel Committee for review. Motion carried

Motion (Hellner/Fehrman) to adjourn. Motion carried. Meeting adjourned 8:36 p.m.

Minutes subject to board approval.

Respectfully submitted and approved
this _____ day of _____, 2008

Judy McLellan
Town Clerk